



The Commonwealth Cancer Association (CCA)

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CLIENT ASSISTANCE PROGRAM (C.A.P.) POLICY

A. Privacy

The Commonwealth Cancer Association (CCA) ensures the confidentiality of all client information obtained while providing services.

B. Eligibility

Eligibility for the Client Assistance Program (CAP) is based on medical necessity as determined by the Northern Marianas Oncology Center (NMOC).

The program is limited to individuals who:

- Reside in the Commonwealth of the Northern Mariana Islands (Saipan, Tinian, and Rota); and
- Are receiving active cancer treatment or are regularly followed at Northern Marianas Oncology Center (NMOC), CHCC.

Applicants must obtain a Certification Letter from a CNMI-licensed oncologist or medical provider stating the type and stage of cancer diagnosis.

Individuals in full remission and not receiving active treatment or follow-up care at NMOC are not eligible for the program. However, they may access other CCA services, including Support Group Meetings for Cancer Survivors & Caregivers.

C. Application Requirements

To be considered for program assistance, the following must be submitted:

- Certification Letter from a CNMI-licensed oncologist/medical provider
 - Prescription or completed Client Assistance Checklist
 - Copies of the client's insurance card(s) (***all insurance cards under the client must be submitted***)
 - Copies of valid identification for both the client and caregiver
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D. Use of Funds

Eligible clients may receive assistance up to a designated annual threshold, as determined by the CCA Board of Directors. Assistance is provided in voucher form directly to approved vendors, as resources allow.

Covered Services (within threshold):

- Nutritional Supplements: Ensure, Ensure Plus, Glucerna, Jevity
- Personal/Wound Care Supplies: Gauzes, medical tape, waterpiks, adult diapers, colostomy supplies, mastectomy bras, etc.
- Durable Medical Equipment (DME) Rentals: Assistance with co-payments and partial costs as needed

Note: Items fully covered by insurance must be obtained through the client's insurance provider first.

Limitations:

- Assistance is limited to the annual threshold
 - Clients must wait until their renewal date for recertification once the threshold is exhausted
 - The Client Assistance Program **DOES NOT** cover food items (e.g., fruits, vegetables, dairy, eggs, grains, fish, canned goods)
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E. Insurance

All insurance providers must be billed prior to CCA assistance, including Medicaid, Medicare, Aetna, SelectCare Calvo's, TakeCare, StayWell, and Moylan's. CCA assistance supplements costs such as co-payments within the program's threshold.

F. Compliance

Client assistance and threshold usage are monitored to ensure compliance with CCA policies. Licensed CNMI physicians are informed of CCA guidelines, services, and limitations.